

Service Area Plan

Virginia Parole Board

Adult Probation and Parole Services (35201)

Service Area Background Information

Service Area Description

This service area encompasses the following activities:

- granting or denying parole for those offenders who are eligible for parole
- deciding whether to revoke the parole of those offenders on parole who have violated the conditions of their parole supervision
- making recommendations to the Governor on petitions for clemency
- hearing appeals of offenders for whom the "three-time loser" statute has been applied
- meeting with those victims who request an appointment with a Board member to discuss an offender's possible parole
- notifying crime victims prior to the release of an offender on parole

Service Area Alignment to Mission

In carrying out activities in this service area, the Board promotes its mission of protecting public safety and contributing to a fair and effective justice system by considering the possible impact on public safety created by the release of an offender, the interests of society in having justice served, the impact of the crime on victims, and the extent of the offender's rehabilitation and his possible contribution to society, if paroled.

Service Area Statutory Authority

Va Code Section 53.1- 136

Service Area Customer Base

Customer(s)	Served	Potential
Clemency petitioners	250	250
Geriatric release petitioners	75	75
Inmates eligible for parole annually (decisions)	6,000	6,000
Parole/Post-release supervision violation cases	600	600
Victims seeking meeting (appointment) with Board member	450	450
Victims to be contacted annually	2,500	7,500

Service Area Products and Services

- Decisions on parole applications from offenders
- Decisions on parole revocation
- Recommendations to Governor on clemency petitions
- Decisions on appeals relating to "three-time loser" law
- Appointments (meetings) with victims
- Notifications sent to victims of possible parole of offender
- Meetings with inmates' families to discuss possible parole of inmates

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Factors Impacting Service Area Products and Services

The number of parole eligible inmates will continue to decline from the present figure of 10,000 and the number of parole revocations will decline as well, reflecting the elimination of parole in 1995. In 2002, the size of the Parole Board was reduced from 5 full-time members to three full-time and two part-time members in recognition of the decreasing workload. Other functions of the Parole Board such as clemency and geriatric petitions are expected to remain relatively stable.

Processing time for parole decisions has been reduced to an average of less than 14 days from the time that the cases is received by the Board and 95 percent of parole decisions are made within 30 days. With Board members reviewing and voting on each case separately and with some cases requiring special consideration and further research, current case processing times are in the optimal range.

Anticipated Changes To Service Area Products and Services

While the overall workload is declining, it is not anticipated that the basic functions and responsibilities of the parole board will change.

The Victim/Witness grant from the Department of Criminal Justice Services is renewable but obviously dependent on uncertain state and federal funding in the future. Our expectation is that funding will be available for the next fiscal year (2007) but could be reduced. If that were to happen, it is hoped that the Board could supplement the funding in order to continue the position.

Service Area Financial Summary

All of the funding provided for the Parole Board in the Appropriation Act comes from the general fund. In addition, to the general fund appropriation, the Board's budget includes funds from a victim/ witness grant.

	Fiscal Year 2007		Fiscal Year 2008	
	General Fund	Nongeneral Fund	General Fund	Nongeneral Fund
Base Budget	\$648,359	\$0	\$648,359	\$0
Changes To Base	\$44,004	\$0	\$44,004	\$0
SERVICE AREA TOTAL	\$692,363	\$0	\$692,363	\$0

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Service Area Objectives, Measures, and Strategies

Objective 35201.01

Make decisions on parole grant or revocation cases in an expeditious manner.

The Board will compile all relevant information and make decisions as quickly as possible on parole applications of eligible offenders, on offenders who may have violated the conditions of their parole, or on petitions for clemency.

This Objective Supports the Following Agency Goals:

- Render decisions on cases before the Board in a just and timely manner

This Objective Has The Following Measure(s):

- Measure 35201.01.01

Timely decisions on cases before Board

Measure Type: Output Measure Frequency: Annually

Measure Baseline:

Measure Target: Decision on 95 percent of cases within 30 days of receipt

Measure Source and Calculation:

Board logs

Objective 35201.02

Provide crime victims with maximum opportunity to provide input into decisions on cases before the Board.

The Board will utilize various means to enable crime victims to convey to the Board the impact of offenders' crime on them and to voice any concerns they have concerning parole of offenders.

This Objective Supports the Following Agency Goals:

- Render decisions on cases before the Board in a just and timely manner

This Objective Has The Following Measure(s):

- Measure 35201.02.01

Meetings (appointments) with victims

Measure Type: Output Measure Frequency: Annually

Measure Baseline: 100 percent of all victims requesting appointment

Measure Target: 100 percent of all victims requesting appointment

Measure Source and Calculation:

Board logs and records

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- Measure 35201.02.02

Notify victims of pending parole of offenders

Measure Type: Output

Measure Frequency: Annually

Measure Baseline:

Measure Target: 100 percent of discretionary grant cases

Measure Source and Calculation:

Board logs and records

Objective 35201.03

To ensure that resources are used efficiently and programs are managed effectively, and in a manner consistent with applicable state and federal requirements.

This Objective Supports the Following Agency Goals:

- Render decisions on cases before the Board in a just and timely manner

This Objective Has The Following Measure(s):

- Measure 35201.03.01

Percent of Governor's Management scorecard categories marked as meets expectations for the agency

Measure Type: Output

Measure Frequency: Annually

Measure Baseline: 100

Measure Target: 100

Measure Source and Calculation:

Governor's scorecard—percentage of categories marked as "meets expectations."